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PLANNING & CO-ORDINATION DEPARTMENT

NOTIFICATION

The 28th January 2014

SUBJECT— Constitution of “Selection Committee” under India Statistical Strengthening Project (ISSP) and 13th Finance Commission Grant, Government of India.

No. 1079—ES(Estt.)-II-4/2014-P.—Government after careful consideration have been pleased to constitute a “Selection Committee” under India Statistical Strengthening Project (ISSP) and 13th Finance Commission Grant of Government of India for engagement of Consultant/Junior Consultants for Training & Capacity Building, System Strengthening & Improvements and Information Technology (Hardware/Software) with following members :

2. Composition of the Committee :

- | | |
|---|-------------------------|
| (i) Development Commissioner-cum-A. C. S. | .. Chairperson |
| (ii) Special Secretary to Government, P. & C. Department | .. Member |
| (iii) F. A.-cum-Additional Secretary to Government, P. & C. Department | .. Member |
| (iv) Joint Director, Statistics Cell, P. & C. Department | .. Member |
| (v) Two Experts from Department of Statistics, Utkal University/XIMB (Professor Rank). | .. Member |
| (vi) Representative from NSSO, FOD, Government of India, Bhubaneswar | .. Member |
| (vii) Director, Economics & Statistics, Odisha | .. Member- Convenor. |

3. Function of the Committee :

- The Committee shall select candidates for engagement of 1 (one) Consultant and 2 (two) Nos. of Junior Consultants under I.S.S.P. as well as 1 (one) Consultant and 4(four)

Nos. of Junior Consultants under 13th Finance Commission Grant basing on the prescribed selection criteria for Engagement of Consultants annexed at Annexure I & II.

(b) The Committee shall determine the remuneration of the Consultant/Junior Consultants.

4. The expenditure for the purpose will be met out from the I.S.S.P. and T.F.C. Grant.

By order of the Governor

I. SRINIVAS

Development Commissioner-cum-A. C. S.

Annexure I

Terms & Conditions and Selection Criteria for Engagement of Consultants under I.S.S.P.

Introduction :

The attributes of robust Statistical system is to provide timely and reliable data with analysis and interpretations. Since the DE & S collects, compiles and collates huge volumes of data, it is imperative to strengthen the Directorate and Department for better out-puts.

India Statistical Strengthening Project (ISSP) has been implemented in the State for strengthening Statistical system in the DE & S and departments. The ISSP focuses on improvement of following five components :

- (a) Improving the co-ordination and management of statistical activities ;
- (b) Human Resource Development (HRD) ;
- (c) Developing the Statistical Infrastructure ;
- (d) Investing in Physical Infrastructure, Including IT ; and
- (e) Improving statistical operations through dissemination of statistical data.

For improvement of analytical capabilities of the officials of DE & S, DPMUs and Departments, the Directorate has procured SPSS statistical package. Besides above, the Directorate has procured hardware/software and aimed at development of data base and web-based transmission of data, etc.

For smooth implementation and to achieve the desired out-put, it is proposed to engage one Consultant for training & Capacity building and two Junior Consultants for IT (H/W and S/W support) under ISSP as follows :

| Sl. No. | Consultancy Service | No. required | Scheme to Finance | REMARKS |
|---------|---|--------------|-------------------|---------|
| 1 | Consultant (SPSS), Training & Capacity building | 01 | ISSP | |
| 2 | Junior Consultant (IT-Software) | 01 | ISSP | |
| 3 | Junior Consultant (IT-Hardware) | 01 | ISSP | |

Objective :

- To improve analytical capabilities of statistical officials of DE & S, DPMUs and Departments
- To prepare reports and disseminate results
- To improve proficiency in computer application (software/hardware)
- Evaluate performance of the officials

Outline of tasks to be carried out :

Consultant (SPSS-Training & Capacity building)

- Preparation of training modules and support organizing training programmes
- Improving analytical capabilities of officials of DE & S and DPMUs using SPSS package
- preparation of reports and participate in dissemination programmes
- Evaluate performance of the officials.

Junior Consultants (IT-s/w and h/w)

- Provide technical support on ITs & develop application software for the DE & S
- Maintain data base of DE & S and DPMUs
- Impart training on computer application to officials of DE & S
- Advice on procurement, installation & maintenance of software
- Maintain LAN infrastructure of DE & S
- Advice on procurement, installation & maintenance of hardware
- Provide distance learning through video conferencing
- Evaluate performance of the divisions

Schedule for Completion of tasks :

- The Consultant, SPSS (Training & Capacity building) and two Junior Consultants (IT-Software/Hardware) will be engaged for a period of 03 years from 2014-15 to 2016-17 to take-up the tasks as above subject to satisfactory performance. Their performances will be evaluated every year by the Competent Authority.

The support or inputs/materials/data to be provided by the Competent Authority :

- The Consultant (Training & Capacity building) will be supplied with SPSS package and data of censuses & surveys conducted by DE & S. He shall organize training on data analysis & presentation to the statistical officials in consultation with the Principal, RIPAE & S.
- The Junior Consultants shall be engaged for providing IT support to the officials of DE & S. They will be attached to the Computer Centre under Deputy Director (Computer Centre) of DE & S.

Final Out puts in comprehensive terms that will be required of the Consultant/Jr. Consultants :

- All statistical officers and staff of DE & S, DPMUs & Departments shall be trained on SPSS properly & should be able to analyze & present data effectively.
- All statistical officials shall acquire knowledge on IT applications both in terms of s/w & h/w

The detail essential qualification, experience, age limits, expected roles & responsibilities, remunerations & duration of services of the Consultants/Jr. Consultants required have been detailed in the statement enclosed.

Cost Involvement :

Under ISSP, the appointment of Consultants/Jr. Consultants shall be for a period of 3 years subject to satisfactory performances, to be evaluated every year.

The approximate cost to be involved for hiring of consultants under ISSP is as follows :

| Scheme | No. of Consultants | Period | Cost Involved (Rs.) | REMARKS |
|--------|--------------------|--------------------|---------------------|---------|
| ISSP | 03 | 2014-15 to 2016-17 | 83,16,900 | |

The cost towards TA/DA, Vehicles, Telephones, etc. for the Consultants/Junior Consultants have been estimated as Rs. 7.49 lakh, which may be met out of OC head of existing schemes of the Directorate.

If suitable individual consultants are not available, institutional consultants may be engaged. The Government Departments/Institutions/Agencies may also be informed about such posts, who may recommend suitable candidates. The selection will be made by the Selection Committee.

Selection Criteria for engagement of Consultant/Junior Consultant under ISSP

| Sl. No. | Post required | No. required | Essential qualification | Experience | Desirable | Age limit | Expected roles & responsibilities | Remuneration (P. M.) | Duration | REMARKS |
|---------|--|--------------|---|--|---|---|--|---|---|--|
| 1 | Consultant (SPSS) (Training & Capacity building) At. RIPA&S. | 01 | M.A./M.Sc. in Statistics with specialized knowledge in SPSS. | -Specialized knowledge in SPSS (published articles) or Experience of working in Govt. Department/ Organization in the relevant field and hands on experience of SPSS package. | -Ten or more years of training experience, Ph. D is additional qualification. | Minimum 40 years & maximum 60 years as on 01-01-2014. | -Preparation of training modules & support in organizing training Prog on SPSS, -Providing training to officials of DE&S/Department/ DPMUs on date analysis using SPSS, -Preparation of reports, documentation, etc. | Rs. 1,00,000– Rs. 1,50,000 (remuneration will be decided by Selection Committee). | For a period of three years (from 2014-15 to 2016-17) subject to satisfactory performance to be evaluated every year. | Recognized Institutions may apply for providing consultancy support. |
| 2 | Junior Consultant (IT-Software) At. DE&S. | 01 | B. Tech./MCA (passed out from Govt. Institutions/ AICTE approved institutions). | At least 03 year's experience in the relevant field, -Proficiency in Computer Application, good communication skill, -Experience in C++, ASP.net, HTML, SQL, MS Office, DBMS, Photoshop/Page Maker, etc. purchase. | M. Tech. | Minimum 30 years & maximum 40 years as on 01-01-2014. | Development of application softwares, development/ maintenance of data base/ websites. -Technical support/training to officials on computer applications, -Recommend software developments, preparing IT based projects, advice on procurement of s/w. | Rs. 25,000– Rs. 35,000 -Addition of 15% every year on the base remuneration (base remuneration will be decided by Selection Committee). | For a period of three years (from 2014-15 to 2016-17) subject to satisfactory performance to be evaluated every year. | |
| 3 | Junior Consultant (IT-hardware) At. DE&S. | 01 | B. Tech. (passed out from Govt. Institutions/ AICTE approved institutions). | -At least 03 year's experience in the relevant field, -Proficiency in Computer Application, good communication skill, -Purchase of h/w, Networking systems, -Distance learning through video conferencing, etc. | M. Tech. | Minimum 30 years & maximum 40 years as on 01-01-2014. | -Install, configure, maintain & up-grade hardware & software interface with windows & UNIX operating system, Management of LAN infrastructure, -Troubleshooting high/low laserline printers, troubleshooting online UPS, online & offline communication with AMC providers, -Maintaining server h/w & s/w, -Advice on procurement of h/w, etc. | Rs. 25,000– Rs. 35,000 -Addition of 15% every year on the base remuneration (base remuneration will be decided by Selection Committee). | For a period of three years (from 2014-15 to 2016-17) subject to satisfactory performance to be evaluated every year. | |

Terms & Conditions and Criteria for Engagement of Consultants under 13th FC Grant

Introduction :

The 13th FC intends to add new dimensions to macroeconomic aggregates in terms of key recommendations on :

- GSDP at Market Prices & its standardization across states
- Environment adjusted SDP and GDP
- Comparable estimates of district income
- Measurement of cost disabilities
- Measurement of inter-regional trade data

In addition, the 13th FC has addressed very important milestones to be achieved for improving the quality and enlarging the scope & coverage of sectorial statistics. They include development and maintenance of :

- Business Register at District Level
- Local Bodies Accounts
- Farm Activities
- District level NSS data & parameters
- Network connectivity among districts and with State headquarters

In order to achieve the objective of 13th FC, proposal for engagement of consultants has been kept in the action plan. Accordingly the following consultancy services are proposed under 13th FC grant.

| Sl. No. | Consultancy Service | No. required | Scheme to Finance | REMARKS |
|------------|---|--------------|----------------------|---------|
| 1 | Consultant (System Strengthening) | 01 | 13th FC | |
| 2 | Junior Consultants (Training and capacity building) at Range/RIPAE & S level. | 04 | 13th FC | |

Objective :

Consultant (System Strengthening)

- To improve and strengthen statistical system in the DE & S, DPMUs
- To achieve recommendations and milestones fixed under 13th FC
- To improve co-ordination of statistical activities
- To improve methodologies on estimation of GSDP, DDP, NSS, Price, ASI, Crop statistics
- To guide estimation of district level parameters

Junior Consultants (Training & capacity building) at Range/RIPAE & S level

- To impart training on SPSS and GIS for the District Level & State Level officials
- To support & organize training programmes
- Evaluate performance of the statistical officials

Outline of tasks to be carried out :

Consultant (System Strengthening)

- Preparation of estimates of GSDP at factor cost & market price
- Preparation of estimates of DDP
- Development & Co-ordination of trade statistics, local body accounts
- Advice on estimation of district level parameters
- Development of data base on business registers, farm activity
- Improvement on collection of price and industrial statistics
- Evaluate performance of the divisions

Junior Consultants (Training & capacity building) at Range/RIPAE & S level

- Organize training programmes for the statistical officials at Range/State level
- Impart training on SPSS and GIS
- Evaluate performance of the officials

Schedule for Completion of tasks :

- The Consultant and Junior Consultant shall be engaged for a period of one year for 2014-15.
They have to deliver on improvement of statistical system and capacity building.

The support or inputs/materials/data to be provided by the Competent Authority :

- The Consultant shall deliver according to the guidelines on different statistical activities supplied consulting divisions of the Directorate.
- The Junior Consultant shall impart training in consultation with Principal, RIPAE & S.

Final Out puts in comprehensive terms that will be required of the Consultant/Jr. Consultants :

- The recommendation & milestones of the Directorate as per 13th FC guidelines shall be achieved.
- The capabilities of the officials for analysis & presentation shall be enhanced

The essential qualification, experience, age limits, expected roles & responsibilities, remunerations & duration of services of the Consultants/Jr. Consultants required have been detailed in the statement enclosed :

Cost involvement :

The appointment of Consultant/Jr. Consultants under 13th FC will be for a period of one-year. The total cost to be involved for hiring of consultants under 13th FC is as follows :

| Scheme | No. of Consultants | Period | Cost Involved (Rs.) | REMARKS |
|---------|--------------------|---------|---------------------|---------|
| 13th FC | 05 | 2014-15 | 34,80,000 | |

The cost of TA/DA, and other support for the Consultant & Jr. Consultants shall be borne by the Directorate under OC head of existing schemes.

If suitable individual consultants are not available, institutional consultants may be engaged. The Government Departments/Institutions/Agencies may also be informed about such posts, who may recommend suitable candidates. The recommendation will be decided by the Selection Committee.

Selection Criteria for engagement of Consultant/Junior Consultant under

| Sl. No. | Post | No. | Essential qualification | Experience | Desirable | Age limit | Expected roles & responsibilities | Remuneration (P. M.) | Duration | REMARKS |
|---------|--|-----|---|--|--|---|---|--|-------------------------------------|--|
| 1 | Consultant (System Strengthening) At. DE & S | 01 | M.A./M.Sc. in Statistics | i. Knowledge and experience on statistical systems at the State & Centre, statistical surveys, data analysis, processing and documentation. ii. Experience of working with/in Government Department/Organization in the relevant field. iii. Reid. Government officers may also apply. | i. Experience of working minimum 15 years in Govt. Institutions. ii. Working knowledge of SPSS iii. Exper in sampling, date collection, data analysis & report generation, iv Ph. D. is additional qualification. | Minimum 40 years & maximum 62 years as on 01-01-2014. | i. Prepare & implement improvement plans in respect of recommendations and milestones under 13th FC in consultation with officers of DE & S for estimation of GSDP at factor cost and market price, DDP Trade statistics, Local body accounts, NSS and estimation of district parameters, business registers, Price, ASI, Crop Statistics & data base on farm activities. ii. Dissemination strategy & Publications. iii. Design, plan & implement of data base systems in DE & S & Government Departments for planning & Policy decisions, iv. Advice on co-ordination of statistical activities. v. Any other task as assigned by the Government. | Rs. 1,00,000- Rs. 1,50,000 (remuneration will be decided by Selection Committee). | 2014-15 (for a period of one year). | Recognized Institutions may apply for providing consultancy support. |
| 2 | Junior Consultant (Training & Capacity building) At. Range Level | 03 | M.A./M. Sc. in Statistics with 1st class degree or 60% marks with knowledge in SPSS applications. | Research experience of at least 03 years in any institution and proficiency in SPSS. | M. Phil, Ph. D. | Minimum 25 years & maximum 35 years as on 01-01-2014. | Support & organizing training, providing training to officials of DE & Si/Department/DPMUs on data analysis using SPSS, Report progress. | Rs. 25,000- Rs. 35,000 -Addition of 15% every year on the base remuneration (base remuneration will be decided by Selection Committee). | 2014-15 (for a period of one year). | |
| 3 | Junior Consultant (Training & Capacity building) At. RIPA& S | 01 | M.A./M. Sc. in Statistics with 1st class degree or 60% marks with knowledge in SPSS & GIS applications. | Research experience of at least 03 years in any institution and proficiency in SPSS and GIS. | M. Phil, Ph. D. | Minimum 25 years & maximum 35 years as on 01-01-2014. | Support & organizing training, providing training to officials of DE & Si/Department/DPMUs on data analysis using SPSS, Report progress. | Rs. 25,000- Rs. 35,000 -Addition of 15% every year on the base remuneration (base remuneration will be decided by Selection Committee). | 2014-15 (for a period of one year). | |